


Council/Agency Meeting Held: _____		City Clerk's Signature _____
Deferred/Continued to: _____		
<input type="checkbox"/> Approved <input type="checkbox"/> Conditionally Approved <input type="checkbox"/> Denied		
Council Meeting Date:	2/19/2008	Department ID Number: CK 08-02

CITY OF HUNTINGTON BEACH REQUEST FOR CITY COUNCIL ACTION

SUBMITTED TO: HONORABLE MAYOR AND CITY COUNCIL

SUBMITTED BY: JOAN L. FLYNN, CITY CLERK 

PREPARED BY: JOAN L. FLYNN, CITY CLERK 

SUBJECT: Receive and File City Clerk's Quarterly Report Listing of Professional Service Contracts Filed in the City Clerk's Office Between October 1, 2007 and December 31, 2007

Statement of Issue, Funding Source, Recommended Action, Alternative Action(s), Analysis, Environmental Status, Attachment(s)
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Statement of Issue: The listed contracts are no longer presented to the City Council but are entered into between City Departments and consultant firms pursuant to the Huntington Beach Municipal Code. Funds are in the City budget. These contracts have been transmitted to the City Clerk for official filing for the public record.

Funding Source: No funds are required.

Recommended Action: Motion to:

Receive and File the *List of Professional Service Contracts Approved by Department Heads Pursuant to Huntington Beach Municipal Code Chapter 3.03 and Submitted to the Office of the City Clerk during the period of October 1, 2007 through December 31, 2007.*

Alternative Action(s): Provide alternative direction to staff.

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REQUEST FOR CITY COUNCIL ACTION

MEETING DATE: 2/19/2008

DEPARTMENT ID NUMBER: CK 08-02

Analysis: On November 19, 2001 the City Clerk requested that the City Council establish a policy for the City Clerk's office to follow in the administration of all contracts entered into between City Departments and consultant firms pursuant to Huntington Beach Municipal Code Chapter 3.03. This City Council policy ensures public review of new contracts through identification on the Council agenda.

The City Charter mandates the City Clerk to be responsible to maintain contracts entered into by the City. This policy assists the City Clerk's office in its responsibilities in the implementation of Huntington Beach Municipal Code Section 3.03.

Strategic Plan Goal: C-2

Environmental Status: Not applicable.

Attachment(s):

City Clerk's Page Number	No.	Description
3	1.	List of Professional Service Contracts: October 1, 2007 through December 31, 2007

E3.3

ATTACHMENT #1

**List of Professional Service Contracts Approved by Department Heads Pursuant to Huntington Beach Municipal Code Chapter 3.03
and Submitted to the Office of the City Clerk during the period of October 1, 2007 through December 31, 2007**

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AGREEMENT DATE	CONSULTANT AGREEMENT	PURPOSE	AMOUNT	EXPIRY	DEPARTMENT	FUNDING
07/01/2007	Goldfarb Lipman, LLP	Legal Services	NTE \$30,000	07/01/2010	City Attorney	
09/13/2007	Atkinson Andelson Loya Rudd & Romo	Legal Services	NTE \$75,000	09/13/2010	City Attorney	
09/28/2007	Veronica Tam & Associates	CDBG & Home Programs Consulting	NTE \$40,000	09/30/2008	Economic Development	CDBG Funds
10/01/2007	Public Financial Management, LLC	As-Needed Financial Advisor Services	NTE \$48,000	10/01/2008	Finance	
10/01/2007	P. L. Perrin & Association	Provide Polygraph Administration and Evaluation	NTE \$75,000	10/01/2010	Police	
10/01/2007	Maximus, Inc.	Senate Bill 90 State Reimbursement Claim Program Services	NTE \$34,100	10/01/2010	Finance	
10/12/2007	California Forensic Phlebotomy, Inc.	Phlebotomy Call-Out Services	NTE \$75,660	10/12/2010	Police	
10/24/2007	Pageantry Productions (01/09/07)	Amendment #1 – Coordination & Production of the 2008 & 2009 Fourth of July Parades (\$31,600 per year)	NTE \$63,200	07/15/2009	Community Services	Fourth of July Fund
10/26/2007	Community Service Programs, Inc. (CSP) (01/06/05)	Amendment #3 – Victim- Witness Advocate Services – Additional Sum of \$15,000	NTE \$100,000	12/31/2007	Police	Domestic Violence Grant Fund 907
11/01/2007	CSG Consultants, Inc.	Plan Review Services	NTE \$25,000	09/30/2008	Building & Safety	
11/14/2007	Scott Fazekas Associates, Inc.	Plan Review Services	NTE \$100,000	09/30/2008	Building & Safety	
11/29/2007	California Property Specialists, Inc. (CPSI)	Provide Right-of-Way Consulting and Land Services	NTE \$20,000	11/29/2010	Economic Development	